

MINUTES
STILLWATER COUNTY LIBRARY BOARD OF TRUSTEES
Tuesday, November 10, 2020, 1:00 p.m.

Meeting via Zoom

Please contact the library in advance for the Meeting ID and Passcode.

Zoom link:

<https://zoom.us/j/91625785107?pwd=c0Zvd2VWVlhPUUdacE5ZL005WINLQT09>

Welcome to Public and Public Comment: Public comments on matters within the Stillwater County Library Board of Trustees Jurisdiction pursuant to §2-3-103 MCA—Public comments will be accepted on any public matter that is not scheduled on the agenda. No action will be taken at this time. The meeting was called to order at 1:02.

No public present.

Members Present: Maureen Davey, Chair; Lynda Grande, Kathleen Ralph, Linda Halstead Acharya, and Angie Osborne were present from the Board. Jennifer Reed, Secretary was present.

1. Approval of Minutes – October 20, 2020 and November 1, 2020 – Kathleen moved to approve the October 20th minutes. Angie seconded. Linda moved to approve the November 1st minutes as amended. Angie seconded. Angie seconded. Motions passed.
2. Communications - None
3. Financial reports – Budget committee shared what Joe Morse explained the specifics regarding the Depreciation Fund transfer deadline, budget amendment timing and process, and the transfer of the \$10,000 into the Capital Improvement Fund at the end of November.
4. Library Director's Report
5. Unfinished Business:
 - a. Policy review by County Attorney – No discussion held.
 - b. New Building Committee – Kathleen will call Mark Crago to set up an appointment for the building committee.
 - c. Survey Monkey – Kathleen moved to discontinue the Survey Monkey usage; begin patron interaction via emails, and to develop a short-term plan in January, which will include evaluating and allocating remaining funds for the remainder of the fiscal year. Lynda seconded. Motion passed.
 - d. Covid and operational status reevaluation – Lynda moved to continue appointment only status. Linda seconded. Motion passed.
6. New and Miscellaneous business:
 - a. New Year's closure – Lynda moved to close the library at noon on December 31st and to reopen on January 4th. Kathleen seconded. Motion passed

7. Announcements - None

8. Adjournment - The meeting was adjourned at 1:58.

Next Meeting Tuesday, November 24th, 1:00 p.m.